

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing

Small PHA Plan Update
Annual Plan for Fiscal Year: 2002

**NOTE: THIS PHA PLAN TEMPLATE (HUD 50075) IS TO BE COMPLETED IN
ACCORDANCE WITH THE INSTRUCTIONS LOCATED IN APPLICABLE PIH NOTICES**

PHA Plan Agency Identification

PHA Name: Housing Authority of the City of Anacortes

PHA Number: WA01002

PHA Fiscal Year Beginning: 04/2002

PHA Plan Contact Information:

Name: Theresa McCallum

Phone: 360.293.7831

TDD: 360.293.8998

Email (if available): aha@fidalgo.net

Public Access to Information

Information regarding any activities outlined in this plan can be obtained by contacting:
(select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices

Display Locations For PHA Plans and Supporting Documents

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ Main administrative office of the local, county or State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

PHA Programs Administered :

☒ Public Housing and Section 8 ☐ Section 8 Only ☐ Public Housing Only

Annual PHA Plan Fiscal Year 20 [24CFR Part 903.7]

i. Table of Contents

Provide a table of contents for the Plan, including attachments, and a list of supporting documents available for public inspection. For Attachments, indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

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<input checked="" type="checkbox"/> Other (List below, providing each attachment name)	
Attachment <u>G</u> : Community Service Requirements/Discontinued	
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ii. Executive Summary

[24CFR Part 903.79(r)]

At PHA option, provide a brief overview of the information in the Annual Plan

1. Summary of Policy or Program Changes for the Upcoming Year

In this section, briefly describe changes in policies or programs discussed in last year's PHA Plan that are not covered in other sections of this Update.

AHA has revised and updated the Personnel Policy effective January 1, 2001. This revision of the policy included updates to coincide with Federal and State Laws. The Procurement policy was revised to reflect inflation in contracting prices according to State Law. AHA has removed the Community Service Requirement, however strongly encourages voluntary continuation of the program. The travel policy has been changed to include a per diem plan.

2. Capital Improvement Needs

[24 CFR Part 903.79(g)]

Exemptions: Section 8 only PHAs are not required to complete this component.

A. ☒ Yes ☐ No: Is the PHA eligible to participate in the CFP in the fiscal year covered by this PHA Plan?

B. What is the amount of the PHA's estimated or actual (if known) Capital Fund Program grant for the upcoming year? \$ 225,286

C. ☒ Yes ☐ No Does the PHA plan to participate in the Capital Fund Program in the upcoming year? If yes, complete the rest of Component 7. If no, skip to next component.

D. Capital Fund Program Grant Submissions

(1) Capital Fund Program 5 - Year Action Plan

The Capital Fund Program 5 - Year Action Plan is provided as Attachment C:

(2) Capital Fund Program Annual Statement

The Capital Fund Program Annual Statement is provided as Attachment B:

3.D Demolition and Disposition

[24 CFR Part 903.79(h)]

Applicability: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☒ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C.

1437p)) in the plan Fiscal Year? (If "No", skip to next component; if "yes", complete one activity description for each development.)

2. Activity Description

Demolition/Disposition Activity Description (Not including Activities Associated with HOPE VI or Conversion Activities)
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Relocation resources (select all that apply) <input type="checkbox"/> Section 8 for units <input type="checkbox"/> Public housing for units <input type="checkbox"/> Preference for admission to other public housing or section 8 <input type="checkbox"/> Other housing for units (describe below)
8. Timeline for activity: a. Actual or projected start date of activity: b. Actual or projected start date of relocation activities: c. Projected end date of activity:

4. Voucher Homeownership Program

[24 CFR Part 903.79(k)]

A. ☐ Yes ☒ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If "No", skip to next component; if "yes", describe each program using the table below (copy and complete questions for each program identified).)

B. Capacity of the PHA to Administer a Section 8 Homeownership Program

The PHA has demonstrated its capacity to administer the program by (select all that apply):

- ☐ Establishing a minimum homeowner down payment requirement of at least 3 percent and requiring that at least 1 percent of the down payment comes from the family's resources
- ☐ Requiring that financing for purchase of a home under its section 8 homeownership will be provided, insured or guaranteed by the state or Federal government; comply with secondary mortgage market underwriting requirements; or comply with generally accepted private sector underwriting standards
- ☐ Demonstrating that it has or will acquire other relevant experience (list PHA experience, or any other organization to be involved and its experience, below):

5. Safety and Crime Prevention: PHDEP Plan

[24CFR Part 903.7(m)]

Exemptions Section 8 Only PHAs may skip to the next component. PHA eligible for PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- A. ☐ Yes ☒ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- B. What is the amount of the PHA's estimated or actual (if known) PHDEP grant for the upcoming year? \$ _____
- C. ☐ Yes ☒ No Does the PHA plan to participate in the PHDEP in the upcoming year? If yes, answer question D. If no, skip to next component.
- D. ☐ Yes ☒ No: The PHDEP Plan is attached at Attachment _____

6. Other Information

[24CFR Part 903.79(r)]

A. Resident Advisory Board (RAB) Recommendations and PHA Response

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?
2. If yes, the comments are attached at Attachment F:
3. In what manner did the PHA address those comments? (select all that apply)
- ☒ The PHA changed portions of the PHA Plan in response to comments. A list of these changes is included
- ☒ Yes ☐ No: below or
- ☐ Yes ☐ No: at the end of the RAB Comments in Attachment F_.

☒ Considered comments, but determined that no changes to the PHA Plan were necessary. An explanation of the PHA's consideration is included at the end of the RAB Comments in Attachment_F_.

☐ Other: (list below)

B. Statement of Consistency with the Consolidated Plan

For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: Washington State

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☐ The PHA has based its statement of needs off families in the jurisdiction on the needs expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☐ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☐ Activities to be undertaken by the PHA in the coming year are consistent with specific initiatives contained in the Consolidated Plan. (list such initiatives below)
- ☐ Other: (list below)

3. PHA Requests for support from the Consolidated Plan Agency

☐ Yes ☒ No: Does the PHA request financial or other support from the State or local government agency in order to meet the needs of its public housing residents or inventory? If yes, please list the 5 most important requests below:

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The Washington State 1995 Consolidated Plan lists the following actions and commitments that are directly related to our Plan:

"Assist existing shelter and service programs to maintain at least their current level of service."

"Encourage local government participation in and funding of local low-income housing providers."

"Provide assistance to local governments to identify and use a variety of funding options for housing programs."

C. Criteria for Substantial Deviation and Significant Amendments

1. Amendment and Deviation Definitions

24 CFR Part 903.7(r)

PHAs are required to define and adopt their own standards of substantial deviation from the 5-year Plan and Significant Amendment to the Annual Plan. The definition of significant amendment is important because it defines when the PHA will subject a change to the policies or activities described in the Annual Plan to full public hearing and HUD review before implementation.

A. Substantial Deviation from the 5-year Plan:

The Housing Authority will list all deviation to Policies and Capital Fund Plans that are inconsistent with any Policies or Tables that were submitted in the previous year. The deviations are listed below.

1. A maintenance vehicle has been added to Capital Funding 2003.

B. Significant Amendment or Modification to the Annual Plan:

The Housing Authority will list all deviation to Policies and Capital Fund Plans that are inconsistent with any Policies or Tables that were submitted in the previous year. List here.

1. Porch lighting for the second and third floors at the Senior Building were added at many of the tenant's request.
2. Changes were made to Personnel, Travel, Public Housing Administrative Plan, and Procurement Policies.

Attachment A

Supporting Documents Available for Review

PHAs are to indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
	State/Local Government Certification of Consistency with the Consolidated Plan (not required for this update)	5 Year and Annual Plans
X	Fair Housing Documentation Supporting Fair Housing Certifications: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdiction to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
	Housing Needs Statement of the Consolidated Plan for the jurisdiction/s in which the PHA is located and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
X	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources
X	Public Housing Admissions and (Continued) Occupancy Policy (A&O/ACOP), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
	Any policy governing occupancy of Police Officers in Public Housing <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
X	Public housing rent determination policies, including the method for setting public housing flat rents <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	Schedule of flat rents offered each public housing development <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
X	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
X	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
X	Results of latest binding Public Housing Assessment System (PHAS) Assessment	Annual Plan: Management and Operations
	Follow-up Plan to Results of the PHAS Resident Satisfaction Survey (if necessary)	Annual Plan: Operations and Maintenance and Community Service & Self-Sufficiency
	Results of latest Section 8 Management Assessment System (SEMAP)	Annual Plan: Management and Operations
	Any required policies governing any Section 8 special housing types <input type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Operations and Maintenance
X	Public housing grievance procedures <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
X	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
X	The HUD -approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for any active grant year	Annual Plan: Capital Needs
X	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grants	Annual Plan: Capital Needs
	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI revitalization plans, or any other approved proposal for development of public housing	Annual Plan: Capital Needs
X	Self-evaluation, Needs Assessment and Transition Plan required by regulations implementing §504 of the Rehabilitation Act and the Americans with Disabilities Act. See, PIH 99 -52 (HA).	Annual Plan: Capital Needs
	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act, Section 22 of the US Housing Act of 1937, or Section 33 of the US Housing Act of 1937	Annual Plan: Conversion of Public Housing
	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
	Policies governing any Section 8 Homeownership program (section _____ of the Section 8 Administrative Plan)	Annual Plan: Homeownership
	Cooperation agreement between the PHA and the TANF agency and between the PHA and local employment and training service agencies	Annual Plan: Community Service & Self-Sufficiency
	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self-Sufficiency
X	Section 3 documentation required by 24 CFR Part 135, Subpart E	Annual Plan: Community Service & Self-Sufficiency
	Most recent self-sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self-Sufficiency
	The most recent Public Housing Drug Elimination Program (PHDEP) semi-annual performance report	Annual Plan: Safety and Crime Prevention
	PHDEP-related documentation: <ul style="list-style-type: none"> · Baseline law enforcement services for public housing developments assisted under the PHDEP plan; · Consortium agreement/s between the PHA/s participating in the consortium and a copy of the payment agreement between the consortium and HUD (applicable only to PHA/s participating in a consortium as specified under 24 CFR 761.15); · Partnership agreements (indicating specific leveraged support) with agencies/organizations providing funding, services or other in-kind resources for PHDEP-funded activities; · Coordination with other law enforcement efforts; · Written agreement(s) with local law enforcement agencies (receiving any PHDEP funds); and · All crime statistics and other relevant data (including Part I and specified Part II crimes) that establish need for the public housing sites assisted under the PHDEP Plan. 	Annual Plan: Safety and Crime Prevention
X	Policy on Ownership of Pets in Public Housing Family Developments (as required by regulation at 24 CFR Part 960, Subpart G) <input checked="" type="checkbox"/> check here if included in the public housing A&O Policy	Pet Policy

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Related Plan Component
X	The results of the most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

CAPITAL FUND PROGRAM TABLES START HERE

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of the City of Anacortes		Grant Type and Number Capital Fund Program Grant No: WA19PO1050100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) <input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12 -31-01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	4000.00		4000.00	4000.00
4	1410 Administration	11039.60		11039.60	9061.59
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	500		500	0
8	1440 Site Acquisition				
9	1450 Site Improvement	74111.00		74111.00	2879.47
10	1460 Dwelling Structures	119182.00		119182.00	16798.54
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Nondwelling Structures	11821.00		11821.00	1535.00
13	1475 Nondwelling Equipment				
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	212.40		212.40	212.40
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHAName: Housing Authority of the City of Anacortes		Grant Type and Number Capital Fund Program Grant No: WA19PO1050100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12 -31-01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	220866.00		220866.00	34487.00
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Housing Authority of the City of Anacortes			Grant Type and Number Capital Fund Program Grant No: WA19PO1050100 Replacement Housing Factor Grant No:			Federal FY of Grant: 2000		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
10-3	Fees and Costs Advertising	1430		500.00		500.00	0	Complete
10-3	Site Improvement Waterlines, Sidewalks, Landscape	1450		74111.00		74111.00	2879.47	
10-3	Dwelling Structure Continuerenovation of units 30=yrs old	1460	6	103964.00		103964.00	1580.54	
10-3	Non Dwelling Structure Storage Sheds	1470	14	11821.00		11821.00	1535.00	
10-2	Dwelling Structure Gutter Replacement, deck painting	1460		15218.00		15218.00	15218.00	Complete
HA-WIDE	Management Improvement Telephone system (office)	1408		4000.00		4000.00	4000.00	Complete
HA-WIDE	Administration Wages/Benefits for Mod. Coord. & ED	1410		11039.60		11039.60	9061.59	
HA-WIDE	Relocation Relocate Families during renovation	1495.1		212.40		212.40	212.40	Complete

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHAName: Housing Authority of the City of Anacortes		Grant Type and Number Capital Fund Program Grant No: WA19PO1050101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12 -31-01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	1888.00		1888	1887.63
4	1410 Administration	11043.00		11043.00	0
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	8529.00		500	200.00
8	1440 Site Acquisition				
9	1450 Site Improvement	21500.00		2920	2919.83
10	1460 Dwelling Structures	176326.00		57986	770.00
11	1465.1 Dwelling Equipment — Nonexpendable				
12	1470 Non dwelling Structures	0		0	0
13	1475 Non dwelling Equipment	0		0	0
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	4000.00		0	0
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 – 20)	225286.00		74337	5777.46
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHAName: Housing Authority of the City of Anacortes		Grant Type and Number Capital Fund Program Grant No: WA19PO1050101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001
<input type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:)					
<input checked="" type="checkbox"/> Performance and Evaluation Report for Period Ending: 12 -31-01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Housing Authority of the City of Anacortes			Grant Type and Number Capital Fund Program Grant No: WA19PO1050101 Replacement Housing Factor Grant No:			Federal FY of Grant: 2001		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
10-7	Fees and Costs Architect/Engineering Design & Plans	1430		8000.00		0	0	
10-7	Dwelling Structure Renovate Duplex to 504 specs, re-roof	1460		65000.00		0	0	
10-3	Fees and Costs Advertising	1430		529.00		500	200.00	
10-3	Site Improvement Sidewalks Site II Mailboxes Site I & II	1450		21500.00		2920	2919.83	
10-3	Dwelling Structure Continue Renovation of units 30= yrs old	1460		100326.00		57986	770.00	
10-3	Dwelling Equipment Energy Efficient Refrigerators	1465.1		2000.00		0	0	
10-2	Dwelling Structure Install porch lights H.H. 2 & 3 flrs	1460		11000.00		0	0	
HA-WIDE	Management Improvement Training in CFP Programs	1408		1888.00		1888	1887.63	Complete
HA-WIDE	Administration Wages & Benefits for Mod Coord. & ED	1410		11043.00		11043.00	0	
HA-WIDE	Relocation Relocate Families during renovation	1495.1		4000.00		0	0	

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule							
PHAName: Housing Authority of the City of Anacortes			Grant Type and Number Capital Fund Program No: WA19PO1050101 Replacement Housing Factor No:			Federal FY of Grant: 2001	
	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates	
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	12/2002			3/2003			
10-7	12/2002			3/2003			
10-3	12/2002			3/2003			
10-2	12/2002			3/2003			

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of the City of Anacortes			Grant Type and Number Capital Fund Program Grant No: WA19PO1050102 Replacement Housing Factor Grant No:		Federal FY of Grant: 2002
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) Performance and Evaluation Report for Period Ending: 12 -31-01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
1	Total Non -CFP Funds				
2	1406 Operations				
3	1408 Management Improvements	2000.00			
4	1410 Administration	11043.00			
5	1411 Audit				
6	1415 Liquidated Damages				
7	1430 Fees and Costs	500.00			
8	1440 Site Acquisition				
9	1450 Site Improvement	24464.00			
10	1460 Dwelling Structures	160279.00			
11	1465.1 Dwelling Equipment — Nonexpendable	2000.00			
12	1470 Nondwelling Structures	20000.00			
13	1475 Nondwelling Equipment	4000.00			
14	1485 Demolition				
15	1490 Replacement Reserve				
16	1492 Moving to Work Demonstration				
17	1495.1 Relocation Costs	1000.00			
18	1499 Development Activities				
19	1501 Collateralization or Debt Service				
20	1502 Contingency				
21	Amount of Annual Grant: (sum of lines 2 –20)	225286.00			
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 compliance				

Annual Statement/Performance and Evaluation Report					
Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part I: Summary					
PHA Name: Housing Authority of the City of Anacortes		Grant Type and Number Capital Fund Program Grant No: WA19PO1050102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002
<input checked="" type="checkbox"/> Original Annual Statement <input type="checkbox"/> Reserve for Disasters/Emergencies <input type="checkbox"/> Revised Annual Statement (revision no:) Performance and Evaluation Report for Period Ending: 12 -31-01 <input type="checkbox"/> Final Performance and Evaluation Report					
Line No.	Summary by Development Account	Total Estimated Cost		Total Actual Cost	
		Original	Revised	Obligated	Expended
24	Amount of line 21 Related to Security – Soft Costs				
25	Amount of Line 21 Related to Security – Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Housing Authority of the City of Anacortes			Grant Type and Number Capital Fund Program Grant No: WA19PO1050102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
10-3	Fees and Costs Advertising	1430		500.00				
10-3	Site Improvement Benches, picnic tables for renovated site inc. Site I, II & I II (moved forward for CIAP912)	1450		5577.00				
10-3	Dwelling Structure Continue Renovation of units 30+ yrs old	1460	4	160279.00				
10-3	Dwelling Equipment Energy Efficient Refrigerators	1465.1	4	2000.00				
10-2	Site Improvement Site Lights around office and senior building (security) Benches and picnic tables (moved forward from CIAP912)	1450		18887.00				
10-2	Non Dwelling Structure Renovate Community Center Kitchen (moved forward from CF2001)	1470		20000.00				
10-2	Non Dwelling Equipment Replace fan hood, dishwasher, range and refer with Commercial Grad Equipment (moved forward from CF2001)	1475		4000.00				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part II: Supporting Pages								
PHAName: Housing Authority of the City of Anacortes			Grant Type and Number Capital Fund Program Grant No: WA19PO1050102 Replacement Housing Factor Grant No:			Federal FY of Grant: 2002		
Development Number Name/HA-Wide Activities	General Description of Major Work Categories	Dev. Acct No.	Quantity	Total Estimated Cost		Total Actual Cost		Status of Work
				Original	Revised	Funds Obligated	Funds Expended	
HA-WIDE	Management Improvement Training in HUD Programs	1408		2000.00				Complete
HA-WIDE	Administration Wages & Benefits for Mod Coord. & ED	1410		11043.00				
HA-WIDE	Relocation Relocate Families during renovation	1495.1		1000.00				

Annual Statement/Performance and Evaluation Report Capital Fund Program and Capital Fund Program Replacement Housing Factor (CFP/CFPRHF) Part III: Implementation Schedule		
PHAName: Housing Authority of the City of Anacortes	Grant Type and Number Capital Fund Program No: WA19PO1050102 Replacement Housing Factor No:	Federal FY of Grant: 2002

	All Fund Obligated (Quarter Ending Date)			All Funds Expended (Quarter Ending Date)			Reasons for Revised Target Dates
	Original	Revised	Actual	Original	Revised	Actual	
HA-Wide	12/2003			3/2004			
10-3	12/2003			3/2004			
10-2	12/2003			3/2004			

Capital Fund Program Five - Year Action Plan

Part I: Summary

PHAName Housing Authority of the City of Anacortes		<input type="checkbox"/> Original 5 - Year Plan <input checked="" type="checkbox"/> Revision No:
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Development Number/Name/HA- Wide	Year1	WorkStatementforYear2 FFYGrant:2003 PHAFY:2003	WorkStatementforYear3 FFYGrant:2004 PHAFY:2004	WorkStatementforYear4 FFYGrant:2005 PHAFY:2005	WorkStatemen tforYear5 FFYGrant:2006 PHAFY:2006
	Annual Statement				
10-3		89243.00	100286.00	212286.00	212286.00
10-2		110000.00	100000.00		
10-6			6000.00		
10-7			6000.00		
HA-WIDE		26043.00	13000.00	13000.00	13000.00
CFPFundsListedfor 5-yearplanning		225286.00	225286.00	225286.	225286.
ReplacementHousing FactorFunds					

CapitalFundProgramFive -YearActionPlan

PartII:SupportingPages —WorkActivities

Activitiesfor Year1	ActivitiesforYear:_ 2003_ FFYGrant: PHAFY:			ActivitiesforYear:_2004_ FFYGrant: PHAFY:		
	Development Name/Number	MajorWork Categories	Estimated Cost	Development Name/Number	MajorWork Categories	EstimatedCost
See	10-3	StorageShedsSiteI	50000.00	10-3	UnitRenovationCont.	100286.00
An		WaterlineReplacement	39243.00			
nual						
Statement						
	10-2	SiteImprovements	40000.00	10-2	ReplumbSeniorBldg.	100000.00
		Maint.Storage/Office	70000.00			
	HA-Wide	Administration	11043.00	HA-Wide	Administration	11000.00
		Maint.Vehicle	15000.00	HA-Wide	Training	2000.00
				10-6	Re-roof	6000.00
				10-7	Re-roof	6000.00
TotalCFPEstimatedCost			\$225286.00			\$225286.00

CapitalFundProgramFive -YearActionPlan

PartII:SupportingPages —WorkActivities

ActivitiesforYear: __2005__ FFYGrant: PHAFY:			ActivitiesforYear: __2006__ FFYGrant: PHAFY:		
Development Name/Number	MajorWork Categories	Estimated Cost	Development Name/Number	MajorWork Categories	EstimatedCost
10-3	UnitRenovationCont.	212286.00	10-3	UnitRenovationCont	212286.00
HA-Wide	Administration	11000.00	HA-Wide	Administration	11000.00
	Training	2000.00		Training	2000.00
TotalCFPEstimatedCost		\$225286.00			\$225286.00

Required Attachment D: Resident Member on the PHA Governing Board

1. ☒ Yes ☐ No: Does the PHA governing board include at least one member who is directly assisted by the PHA this year? (if no, skip to #2)

A. Name of resident member(s) on the governing board: Joann Newman

B. How was the resident board member selected: (select one)?

- ☐ Elected
☒ Appointed

C. The term of appointment is (include the date term expires): 4 -1-01 to 3 -31-02

2. A. If the PHA governing board does not have at least one member who is directly assisted by the PHA, why not?

- ☐ the PHA is located in a State that requires the members of a governing board to be salaried and serve on a fulltime basis
☐ the PHA has less than 300 public housing units, has provided reasonable notice to the resident advisory board of the opportunity to serve on the governing board, and has not been notified by any resident of their interest to participate in the Board.
☐ Other (explain):

B. Date of next term expiration of governing board member: 3 -31-03

C. Name and title of appointing official(s) for governing board (indicate appointing official for the next position): City of Anacortes Mayor, Dean Maxwell

Required Attachment E: Membership of the Resident Advisory Board or Boards

List members of the Resident Advisory Board or Boards: (If the list would be unreasonably long, list organizations represented or otherwise provide a description sufficient to identify how members are chosen.)

Senior Housing Members

Bob Tetzloff
Joann Newman
Sonja Downs
Pat Novak
Elizabeth Pearch

Family Housing Members

Robin Lindstrom
Joanie Mills
Kerri Cull
Jo Huffman

Jodi Kelly - Chairman

Beth Rasmussen
Tamara Sterling
Kathy Molloy
Janice Horton
Benita Ray

Section 8 Members

Ron Singleton
Rob Hoffman

Attachment F: Comments on PHA Update and Capitol Funds

Capitol Funds

Dwelling Structure

Doors painted*

Power washing the building

Dishwashers

Key locks on sliding doors

Peekholes in the doors

Site Improvement

Site Lighting*

Storage*

Landscaping*

Garden areas/flowers/trees*

Mailboxes*

Striping Parking Areas, Tow Signs

Basketball hoops

Harbor House

Dwelling Structure

Kitchen Cabinets refinished

Smoker removal devices

Exercise Equipment Space

2nd and 3rd Floor Lighting*

Non Dwelling Equipment

Maintenance Vehicles*

AHA Response to Capitol Fund Requests:

Those items with a (*) are already in AHA's Five year plan in the continuation of renovation.

Those italicized items are being considered under Operations.

The Resident Advisory Board has formed committees with Chair heads to accomplish certain goals such as:

Children's activities - including cleanup and sports

Landscaping - all sites

Computer Lab (Community Center Room) - Training, hours, supervision

News Letter - getting one going again

Attachment G: Community Service Requirements

Discontinued as of 3-31-02,

However AHA encourages continuation of volunteerism throughout the community, we will continue to keep a log of those that volunteer to enable the tenant to use this information on resumes in the future and use AHA as a reference.

The Anacortes Housing Authority passed through Resolution the Implementation of Community Service Requirements before the implementation of the initial PHA Plan:

In order to be eligible for continued occupancy, each adult family member must either contribute eight hours per month of community service (not including political activities) within the community in which the public housing development is located, or participated in an economic self-sufficiency program unless they are exempt from this requirement. Exempt tenants are age 62 or older, tenants who are blind or disabled, tenants who are the primary caregiver for someone who is blind or disabled, tenants already engaged in work activity, and family members who are exempt under Part A Title IV of the Social Security Act or under any other State welfare program or receiving assistance under a State program.

The Housing Authority on a quarterly basis identifies all adult family members who are not exempt from the requirement. A letter of the requirement notifies those tenants and categories for exemption are listed. The notice will provide the opportunity for family members to claim and explain an exempt status. The Housing Authority verifies such claims.

The Housing Authority coordinates with social service agencies, schools, and Human Resource office to identify a list of volunteer community service positions.

For those that are non-exempt, the Housing Authority provides the list of known service positions, a time sheet with instructions. Each tenant eligible for this requirement is reviewed on a quarterly basis for compliance with the requirement. If they have not fulfilled the requirement, they are notified of the delinquency. If an agreement cannot be reached within 30 days of the families next annual lease date, the lease will not be renewed and the family will be terminated.

Currently the Housing Authority has eight adult family members whom are non-exempt and in compliance with regulations. There are eleven family members that meet the exempt criteria.

Attachment H: Statement of Progress in meeting 5 -yr Plan Mission and Goals

Anacortes Housing Authority stated as its goal to “increase the availability of decent, safe, and affordable housing. Over the past two years, AHA has completed an 18 unit renovation project (including two ADA units) and is currently completing six more with one ADA unit, installed porch lighting at each first floor unit of the Senior/Disabled complex, implemented a Mainstream Voucher Program in San Juan County, and is currently applying for funding for the purchase of a 46 unit complex that has 23 of its units assisted through Section 8. Through a cooperative effort with Skagit Housing Solutions, AHA has a Resident Service Coordinator for the Senior Complex. The Resident Advisory Board is well on the way of organizing and accomplishing goals.

Attachment I: Voluntary Conversion Initial Assessment

The Anacortes Housing Authority certifies that it has reviewed each covered development's operations as public housing, considered the implications of converting the public housing to tenant-based assistance and concluded that conversion of any of AHA's present developments would be inappropriate because removal of the development would not meet necessary conditions for voluntary conversion.

None of AHA's current developments contain a total of more than 300 dwelling units, or have a vacancy rate of at least 10 percent, or have an estimated cost of continued operation and modernization of the developments as public housing in excess of the cost of providing tenant-based assistance under Section 8 of the United States Housing Act of 1937 for all families in occupancy, based on appropriate indicator of cost.

AHA can assure the long-term viability as public housing as most developments are approximately 10 years old and in need of minimal modernization and those that are 30+ years old have recently been renovated or are on a modernization schedule to be renovated in the next 2-3 years.